

OTR

ODP 0-531

23 APR 1980

MEMORANDUM FOR: Director of Training

FROM: Bruce T. Johnson
Director of Data Processing

SUBJECT: Proposed Collocation of ODP Training
Staff with OTR Information Science Center

REFERENCE: Draft Memo for the Record dtd 4 March 1980,
same subject

Don:

1. I apologize for the long delay in commenting on your thoughtfully drawn draft on this subject. Only part of the delay is attributable to my absence for two weeks in March. As you fully appreciate, the draft memorandum would make concrete what has heretofore been speculation, and it has caused us to look with heightened perception at all the implications of collocation. We have concluded that physical separation of our training effort from the rest of Applications, on which the Training Staff relies for instructor personnel, would entail program costs which would outweigh the advantages brought by improved access to the excellent facilities of the Center.

2. I trust that our two staffs involved in various aspects of computer training can continue to collaborate as they have done in the past, even though they are not collocated.

1st Bruce

Bruce T. Johnson

cc: DD/A/ODP
C/TS/ODP
C/AS/ODP

O/D/ODP/BJohnson:ee/4-23-80

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ROUTING AND RECORD SHEET

SUBJECT: (Optional) Collocation of ODP Training Branch with OTR Information Science Center (U)			
FROM: Donald E. Smith DTR 1026 C of C		EXTENSION 3245	NO. DATE 4 March 1980
TO: (Officer designation, room number, and building)	DATE RECEIVED FORWARDED		OFFICER'S INITIALS COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
1. D/ODP 2D0105 Hqs			
2. EO			
3. DD	5 JAN		91
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Bruce:

Attached is a draft of a statement as to why your Training Branch and the ISC should not be merged in an organizational or programmatic sense.

Please look it over from a substantive point of view, as well as to the particular administrative art form you might wish to see it written as; example: a memo from both of us to Don Wortman for signature.


Donald E. Smith

STATINTL

DRAFT

ODP # 0-266

MEMORANDUM FOR THE RECORD

SUBJECT: Collocation of the Office of Data Processing
Training Branch with the Office of Training
Information Science Center (U)

1. The following paragraphs state the position of the Office of Training (OTR) on the collocation of the Office of Data Processing (ODP) Training Branch with the Office of Training Information Science Center (OTR/ISC). Our expectation is that an additional terminal-equipped classroom will be available toward the end of Fiscal 1980. This third classroom will provide sufficient space to handle scheduled training for both ODP and OTR.

2. From the OTR point of view, ODP training activity should remain an ODP function. It is imperative that no barriers exist between ODP training and the ODP hardware and software environment. Instructional assignments, curriculum planning, and related issues such as student selection are driven by ODP hardware and software development and update. The advantages of collocating ODP Training and OTR's Information Science Center rest in the fact that OTR has an excellent training facility which can accommodate ODP Training and allow a constructive interplay between two related training programs. ODP Training Branch and OTR/ISC conduct programs which are focused on different aspects of the same continuum. One rather arbitrary way of defining the relationship is that ODP training is focused inward, from the face of the terminal screen to the supporting hardware and software. In contrast, OTR/ISC is more concerned with issues in the working environment, or from the face of the terminal screen outward. There are obvious areas of overlap in these programs and there are efficiencies to be gained from collocating the activities. We do not feel, however, that these benefits should be gained at the expense of essential organizational and career management ties between ODP Training Branch and its parent office.

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SUBJECT: Collocation of the Office of Data Processing
Training Branch with the Office of Training
Information Science Center (U)

3. Should the ODP Training Branch move to the Chamber of Commerce Building, OTR would provide the necessary administrative support. OTR would also provide appropriate office and storage space and assure equitable classroom access.

Donald E. Smith
Director of Training

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Chief, Information Science Center

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